



TAP No. \_\_\_\_\_

CITY OF HUNTINGTON BEACH

2000 Main Street  
Huntington Beach, CA 92648

Planning Department

Application for Temporary Activity Permit

(714) 536-5271

- Not to exceed 72 consecutive hours (except agricultural sales).
- Must display copy of permit on premises of activity location.
- A maximum of four events/activities each calendar year are allowed. Must have separate approved permits.
- Violation of any of the conditions listed on this permit will result in immediate issuance of citation.

Applicant or Authorized Agent (Please Print)

Business Name

Mailing Address

City State Zip

( ) ( )

Telephone Number Fax Number

Property Owner (Please Print)

Mailing Address

City State Zip

( ) ( )

Telephone Number Fax Number

Description of Activity:

Start & End Date(s) of Activity:

Location of Property/Address:

FOR OFFICIAL USE ONLY

Fee Receipt #

DM TAP No.

Bond Required: NO YES #

Approved:  
Planning Dept. Initials Date

Fire Department Initials Date

Traffic Engineering  
(unimproved lots) Initials Date

(see reverse side for additional requirements)

Allowed

Outdoor Display  
of Goods

NOTE: Banners,  
Pennants, Streamers, and  
Flags are Allowed as  
Depicted on this Plot Plan  
for Date of Event Only

NOT ALLOWED

Balloons  
Inflatable Signs  
A-Frame Signs  
Live Entertainment  
Alcoholic Beverages

Plot Plan

I have read and understand the conditions of this permit

Signature of \_\_\_\_\_  
Property Owner Date Applicant Date

Distribution: White (Planning) Yellow (Fire) Pink (Applicant) Goldenrod (Code Enforcement)

## ***APPLICATION REQUIREMENTS***

- 1) This application must be typed or printed and filled out completely.
- 2) Complete plot plan per City Specification 408 available from the Fire Department.
- 3) Submit application to Traffic Engineering for approval (unimproved lots only).
- 4) Submit application to Planning Division for approval.
- 5) Applicants proposing *Christmas Tree/Pumpkin Lots* and on unimproved property shall complete and post \$500.00 cash bond with the Building Division after receiving site plan approval from the Traffic Division.
- 6) Obtain City business license (may be paid in the Building Division).
- 7) Obtain any required building and/or electrical permits from the Building Division and call for inspection after work has been completed.
- 8) Prior to operation of the *Temporary Activity*, an on-site inspection by the Fire Department is required.
- 9) Obtain final permit to operate from the Fire Department.
- 10) *Christmas Tree Lots* must be restored to their original condition not later than January 3rd of the following year.
- 11) Contact the Building Division to request bond release after item #10 is completed at (714) 536-5141.

**Note:** *Completion of the application does not presume approval of the Temporary Activity. All City and State codes shall be met and verified by the Fire Department through an on-site inspection.*